

Harbor Committee Minutes
June 7, 2011

Members present: Jerry Smith, Chair; Charles Meech, Michael Childers, Gary Krubsack, Arnie Nelson and Tim Eldred, Alternate and Tab Butler.

Members absent: Gary Russell and Bob Kron, Alternate

1. Call to order.

Harbor Committee meeting called to order on Tuesday, May 10, 2011 at 11:05 a.m. by Chair J. Smith. A quorum of the committee is present as reflected in members listed above.

2. Review and approve the following Harbor Committee minutes:

A. May 10, 2011. Motion by A. Nelson to approve the May 10, 2011 Harbor Committee minutes as presented, second, M. Childers, all in favor, all aye MC.

3. Discussion and/or recommendation to the Town Board of vouchers submitted for approval.

Two invoices have been submitted by JJR:

1. \$2450.00 from January 1, 2011 to January 28, 2011 for professional services/professional personnel.

2. \$450.00 for Jason Stangland services from January 29, 2011 to March 25, 2011.

C. Meech – Heather Clifford, senior consultant has 25 hours. G.K – if they have no concepts, JJR wants input from everyone first so no concepts will be available at stakeholder meetings. Informational/public hearings will be held later this summer.

Question regarding costs. If no concepts will be available at the Stakeholder interviews what is JJR working on? Motion by A. Nelson to recommend approval of the two invoices but that JJR follow up with more of an explanation of what they are doing for these hours that have been submitted as well as for future invoices. Would like to see a better breakdown than just the number of hours that are involved for personnel. Second by T. Eldred for discussion.

Discussion that this is a closed end contract and that we already know how much we will pay JJR and JJR is to provide all that is included on their scope of services.

J. Smith said since this committee did the grant work a good part of JJR's scope of services has been cut out.

J. Smith will informally ask Jason Stangland for more information on their invoice.

All in favor to recommend to the Town Board approve of the two vouchers submitted by JJR for a total of \$2900.00. All aye. Motion carried.

4. Discussion of Harbor Feasibility Study

A. Approve second set of stakeholder letters & mailing

B. Discuss schedule & format of meetings with JJR

Discussion of how the interviews with stakeholders will be conducted.

There will not be a sketch or draft drawing of any plans for the Harbor available at the interviews. Some committee members think that a sketch is needed. Discussion that a sketch would turn the meeting from an interview into a public hearing and JJR wants the stakeholders to believe that they are in the harbor plan from the beginning. The interviews will be proactive, not reactive. Once JJR receives all the information from stakeholders they will go to the town shop and beginning putting concepts on paper.

The stakeholder schedule has been changed as commercial dock users have been added to the schedule at 5:30 pm on Monday so wrap up with the committee and JJR has been changed to 6:00 or 6:30 pm.

Discussion that some committee members feel uncomfortable not having Harbor Committee members present at interviews as this would mean that the committee is asking JJR to interpret what people say. However, the presence of committee members could intimidate stakeholder groups. The sessions will be taped. J. Smith said there have not been a lot of calls.

Discussion of the general session. The Town Board, committee, boards, commissions, and all interested stakeholders can attend this meeting. The notice will be posted on the Town's posting boards. J. Smith will attend the CAPP Committee meeting tonight and give CAPP an update. Agreement that the general session will be held at from 5:30 – 6:30 PM on Wednesday, June 29, 2011 at the Town Hall. If there is not enough room the session will be adjourned to a bigger location such as the firehall.

Question of who will attend from the Madeline Island Yacht Club. J. Smith will stop in at the Yacht Club and ask.

C. Meech said Polly, Molly and Dorrie O'Brien did not receive a letter. Question if mail is being forwarded. The second letter will go out on Friday. Coastal Management and the DNR will get a letter of thanks enclosed in their letter for the grants the Harbor Committee has received.

The Committee members should attend the kick-off and wrap up meetings with JJR.

J. Smith will introduce JJR to each stakeholder group. Question about what is scheduled for Tuesday. J. Smith will call JJR and ask when he calls in regards to more detail to billing. Will also ask JJR if JJR would like the general session time changed and the obligation the harbor committee has in regards to the upcoming three days.

Each session will be recorded.

5. Grant Review

A. Wisconsin Coastal Management

Nothing new.

B. DNR Boating Grant Extension

The grant deadline is the end of the month. Ed Slaminski has said the DNR can grant an extension up to one year. A letter to request an extension has been signed by Greg Nelson, Town Chair and mailed.

C. Island Matching Fund

Nothing new to report. As the feasibility study continues there will be a need to ask for the money that has been pledged. The Town of La Pointe has \$30,000 in the budget for Harbors and it is the intent of this committee that any money from the budget that is spent will be paid back to the Town.

6. Budget review.

No cash flow changes. When JJR is paid there will be a change to budget figures.

7. Set next meeting and agenda.

Next meeting will be the kickoff meeting with JJR.

Question if the recordings can be transcribed and if JJR could do this. There is very good voice recognition software available now.

Question of posting requirements. Meetings have to be posted. Disclaimers have to be on agendas that there could be a quorum but no decision will be made.

Kickoff will be next meeting

8. Adjourn.

Motion by A. Nelson to adjourn, second, T. Eldred. All in favor, all aye, motion carried.

Meeting adjourned at 11:45 a.m.

Minutes taken from recorder and respectfully submitted by Kathy Erickson, Clerical Assistant.

Minutes approved as presented August 11, 2011